

Town of Freeport
Application for Temporary Banner Permit and Installation

\$30.00 application fee

This application is for temporary banners on the poles provided on Route One, across from the intersection with Desert Road and shall be allowed by permit only. Only non-profit organizations advertising an event which will take place in Freeport are permitted to apply. **Maximum time allowed for banners is 7 days. Removal is required within 24 hours after the date of the event or on the last day permitted; whichever comes first.** The hanging and removal of banners will be the responsibility of the applicant. Permits will be issued on a first come, first serve basis from the Codes Officer. An application for a permit must be submitted in the same calendar year in which the banner is to be hung. Only one banner, regardless of size, may be hung on the poles at any given time. Only one permit per event is allowed. Maximum size of the banner shall be 42 inches by 30 feet. If there is a product sponsor(s), logos shall not exceed 10% of the banner. All banners shall comply with the "Banner Requirements" (as may be amended from time to time) on file with the Freeport Codes Enforcement Officer.

Applicant's Name _____ Phone # _____

Name of Organization _____

Mailing Address _____

Name of the Event _____

Location of Event _____ Map _____ Lot _____

Date of Event _____ Dates desired for banner (7 days allowed) _____

Please indicate dimensions, wording, and graphics below:

I understand that all banners must conform to the banner requirements on the reverse of this page. If for any reason the banner does not meet these specifications or is deemed unsafe, it will be removed. Banners will be hung and removed at the responsibility of the applicant.

_____ *Applicant's Signature* _____ *Date* _____

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Approved by: _____ Date: _____

Date banner approved to be put-up: _____ Date banner is to be removed: _____

Fee Collected: \$ _____



TOWN OF FREEPORT
30 Main Street
Freeport, Maine 04032
Ph: 207-865-4743 ext. 102

BANNER REQUIREMENTS

The hanging and removal of banners will be the responsibility of the applicant. If for any reason the banner does not meet these specifications or is deemed unsafe, it will be removed by the Freeport Public Works Department. Maximum time allowed for banners is 7 days. Removal is required within 24 hours after the date of the event or on the last day permitted; whichever comes first. If banners are not removed in the time permitted, it will be considered a violation of the Freeport Sign Ordinance and removed by the Freeport Public Works Department.

SIZE and HANGING MATERIAL REQUIREMENTS:

1. WIDTH: Maximum width is to be 30ft, minimum width is 20 ft.
2. HEIGHT: Maximum height is 42" and minimum height is 32"
3. CLIPS: All banners will have grommets with attached carabiner clips (large size) placed every 18 inches near the edges of top and bottom of banner.
4. TIE DOWNS: The applicant MUST provide, at minimum, four tie-downs to secure all four corners of the banner to the poles. Tie-downs may be rope or bungee cord. *PLEASE NOTE: To hang banners, there are two cables that are approximately 49" apart in height. If you are using a banner less than 42" high, additional tie-downs may be needed to secure banner every 18" to the top and bottom cables.*
5. WIND DETERRENTS: Banner will have wind flaps cut into it every 3 ft, approximately 5" in height and width.
6. MATERIAL: Banner will be made of tear resistant material.
7. BANNER must be a single unit, at no time will two banners be hung together to make one unit. (It is unsafe during windy conditions.)
8. MATERIAL & EQUIPMENT NEEDED: Due to the height of the banner poles, a stepladder may be needed to hang the banner.

The Town of Freeport reserves the right to deny any banners that do not meet these standards or is deemed unsafe.